



**Tillamook Urban Renewal Agency  
210 Laurel Avenue  
Tillamook, Oregon 97141**

**Phone: 503-842-2472**

**Fax: 503-842-3445**

**TURA Special Meeting Minutes  
August 22, 2012**

**Board Members Present:**

Chairman Don Hurd  
Vice Chair Carolyn Decker  
Alene Allen  
John Sandusky  
Dave Schrom

**Board Members Absent:**

Cheryl Davy

**Staff Present:**

City Recorder Abby Donowho

**Guests:**

Mayor Suzanne Weber

**1. Call to Order and Roll Call:**

**Chairman Hurd** called the meeting to order at 5:31 p.m. City Recorder **Abigail Donowho** did the roll call. **Cheryl Davy** was absent and all other board members were present.

**2. Business:**

**a. Scope of the Dutch Mill Façade Project:**

**Chairman Hurd** talked about the packet and **Josh Matsell's** siding proposal. Wiring is a concern before paint happens. **Hurd** explained that **Matsell's** concern is when the screw comes out that the siding will need to be redone to some extent. **Hurd** asked the Board's opinion regarding cement siding. **Decker** asked about the owner's concern for TURA to do this. **Decker** asked about **Matsell's** 12% finance charge on materials. The board would like clarification regarding the charge. **Sandusky** added that **Matsell** most likely utilized a form for estimates that is standard for houses. **Hurd** said the prices may be low enough to keep from the bid process. **Schrom** added that the estimate shows it is addressed to the City, not TURA. **Schrom** also asked about owner fund participation. **Hurd** is concerned about the legality of contributing funds for a job that may not be permissible. **Schrom** asked for clarification about funding. **Hurd** said he had explained the process in working with TURA and no response was received until the awning fell down. After a specific estimate was received it would be looked at. **Hurd** stated the \$700 could be a gamble. **Decker** thought the job was small to have an estimate of \$760.

---

**Agency Board Members:**

Chairman Don Hurd: Vice Chairman Carolyn Decker  
Cheryl Davy, John Sandusky, Alene Allen, Dave Schrom  
City Manager Paul Wyntergreen, Executive Assistant Debbi Reeves

**Hurd** said the Dutch Mill is a big part of the block on Main Street. He asked if it was important enough for TURA pay for the look. The Board talked about previous jobs similar to the **Elks Club**. **Schrom** said that if the owner is not interested in funding participation, then he is not for the job, as the partnership is the best part of TURA. **Hurd** brought up the **Elks** and TURA paying for the investigation project. **Sandusky** asked about the underlying project with the metal siding and whether or not that is coming off. **Hurd** asked if TURA should spend money on paint if it is falling apart. **Decker** thought getting a painter to give an estimate would get the ball rolling. **Allen** expressed concerns regarding the safety of not using a contractor. **Hurd** stated the owners are not working well together. **Sandusky** talked about his concerns regarding TURA creating a project because of the façade work and Board's desires without the buy-in of the owners. **Hurd** thinks that the cost of \$6,000 to \$7,000 to find out the feasibility of saving the building would be worth it. **Decker** clarified the question of hiring **Matsell** for the look at the building problems. **Allen** asked about talking to the owner. **Hurd** suggested a few members get together and go look at the awning. **Decker** clarified that they (Sunseri's) ARE interested in working with TURA. **Sandusky** said this would just be TURA finding out something about the building. **Sandusky** added that an application should be taken with the group to the owners and remind them that there is a process. **Decker** asked about a decision. The board charged **Allen** and **Decker** to talk to the owners about their real interest and project potential with an application in-hand. **Sandusky** talked about the value of the owners having an estimate. **Mayor Weber** said she had talked to **Kathy Sunseri** at Fred Meyer and **Kathy** was under the impression that TURA was ready to help her after her bids came in for the awnings on her building. **Weber** talked about the receptiveness of the owners and to just talk to them. **Schrom** asked about a motion and said he thinks the investigation should be done.

- **Schrom moved to conditionally approve the proposal from Matsell to do the subsurface investigation contingent upon the completed and submitted application by the owner. Sandusky seconded the motion. Allen asked about the electrician and metal siding coming off. Hurd said to take the estimate when visiting. Motion carried unanimously.**

**b. Buildings and Property Owned by Dave Neal:**

**Hurd** talked about the side of the building in the parking area of the dance studio and optometrist. He would like to encourage **Neal** to paint and get the building trimmed. **Weber** added that the building was painted by the TRA in 2007 as their last project with no financial participation from the property owner. The canopy was repaired at that time as well. **Hurd** would like to see the building get some improvement. The owner is in bankruptcy. **Sandusky** said it is not any different than the **Dutch Mill** with an application brought to the owner. **Hurd** asked to have an application mailed to **Neal** as an offer of help (including a letter). Address may be an issue. There was discussion of **Neal's** bankruptcy.

---

**Agency Board Members:**

Chairman Don Hurd: Vice Chairman Carolyn Decker  
 Cheryl Davy, John Sandusky, Alene Allen, Dave Schrom  
 City Manager Paul Wyntergreen, Executive Assistant Debbi Reeves

c. **Thayer Bank Building at 1801 First Street, Owned by David Dixon:**

**Schrom** noted there was no response from TURA's previous correspondence on the **Dixon** property. Façade grant information should be sent to **Dixon**. The building is not on the national historic register. Also windows need improvement. The best way to get a hold of them is through their daughter at **Rob Trost's** office.

- **Decker moved to ask Debbi to write a letter and send an application to Dixon. Schrom seconded the motion. The vote was unanimous.**

**Hurd** noted the value of the building is less than the land. This was discussed.

d. **DRAFT Amendment to Resolution Changing Board Membership:**

**Hurd** brought forward the draft resolution to change the board membership requirements. This would return the bylaws to the original TURA bylaws to have at-large members with no regulations and allows the board to make the decision. **Schrom** noted that he is biased on this situation because of his own residence being outside the City Limits. He thinks that the members could be outside the City Limits. **Decker** expressed that the board members support the city and the city economy. **Sandusky** is nervous to make this change to the bylaws just because of the current situation that TURA may have a volunteer applicant from outside the city limits. There was discussion about the board having the option to choose the volunteer regardless of where they live.

- **Allen moved to approve Resolution 2012-05 restructuring the Bylaws. Hurd stated that attorney consultation would be prudent. He suggested that the vote be taken. There was discussion about the timing limitations of adoption of a resolution. Decker seconded the motion. Schrom abstained. Sandusky voted Nay. Decker, Allen, and Hurd voted Aye. The motion carried 3-1.**

e. **Finances:**

**Hurd** thinks it prudent to wait for November when the ODOT projects are further along. The letter from the county talking about the sidewalks on 3rd Street was discussed. **Sandusky** talked about the TURA loan finances that were borrowed for projects, not to pay down the debt. **Hurd** talked about priorities and that it isn't a question of the funding, it is the priority of projects. He would like to wait on priority setting until the November date. He proposed to table the financial priorities until a later date.

**Hurd** consulted **Mayor Weber** about the process of the Kinsman property needs. **Weber** said that the summer projects are first and then the prioritization brought to the Council. **Hurd** asked why the City didn't go in with the County for public works?

The TURA Board would like a tour of the Fish Ladder project and the Waste Water Treatment Plant.

3. **Public Comment:** None

---

Agency Board Members:

Chairman Don Hurd: Vice Chairman Carolyn Decker  
Cheryl Davy, John Sandusky, Alene Allen, Dave Schrom  
City Manager Paul Wyntergreen, Executive Assistant Debbi Reeves

4. **Concerns of the Board:** **Allen** stated the painted curbs should be up farther on the curb to see in rearview mirrors.
5. **Adjournment:** There being no further business, **Chairman Hurd** adjourned the meeting at 6:43 p.m.

Reviewed By:

~~~SIGNATURE ON FILE~~~

---

Don Hurd – TURA Chairman

Submitted By:  
Abigail Donowho  
City Recorder

---

Agency Board Members:

Chairman Don Hurd: Vice Chairman Carolyn Decker  
Cheryl Davy, John Sandusky, Alene Allen, Dave Schrom  
City Manager Paul Wyntergreen, Executive Assistant Debbi Reeves